

**Minutes**  
**State Election Commission Meeting**  
**December 5, 2011**

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The State Election Commission meeting was called to order by Chairman Judy Blackburn at 1:00 p.m. Central Time, December 5, 2011. The following members and staff were present: Chairman Blackburn; Commissioners DuBois, Head, Wallace, Wheeler and Younce; Coordinator of Elections Mark Goins; and Kathy Summers, Elections Specialist.

Pursuant to TCA§ 2-13-304(a) Secretary of State Tre Hargett appeared before the State Election Commission to announced the nine Republican candidates and one Democrat who are scheduled to compete in Tennessee's March 6 Presidential Preference Primary elections. **(See attached letter from Secretary Hargett.)**

The Republican candidates are: Michele Bachmann, Newt Gingrich, Jon Huntsman, Gary Johnson, Ron Paul, Rick Perry, Charles "Buddy" Roemer, Mitt Romney and Rick Santorum. The Democrat is President Barack Obama.

Secretary Hargett stated if any of the listed candidates do not wish to participate in the Tennessee primaries they have until NOON December 13<sup>th</sup> to withdraw; otherwise their names will appear on Tennessee's ballot.

Chairman Blackburn proceeded with the regularly scheduled meeting.

Motion was made, seconded and unanimously approved to adopt the minutes from the regularly scheduled meeting held on October 10, 2011.

Pursuant to T.C.A. § § 2-12-101 and 2-12-106, motion was made, seconded and unanimously approved to accept the nominations for county election commission appointments as submitted and to leave the nomination process open until 4:30 p.m. Central Time, December 5, 2011. **(For appointments made, see attached list.)**

**Old Business**

- NONE

**New Business**

- Commissioner DuBois requested fellow commission members sign a letter he has written to recognize a local poll official who passed away recently.

**Coordinator Update**

- Training has been given to East, Middle and West Tennessee TACE members.
- Continuing efforts are being done to educate the public on state- or federally-issued Photo ID requirement.
- AARP – has helped conduct telephone conferences to educate their members regarding the requirement of a Photo ID when voting.
- Voter outreach programs were held in all ninety – five (95) counties on November 1, 2011, to educate the public on the new requirement of a state- or federally-issued Photo ID when voting.
- Tennessee Intercollegiate State Legislature has agreed to help get the information into the college and university campuses regarding the requirement of a state- or federally-issued Photo ID and that a student ID will not be acceptable ID for voting.
- Challenge procedures will apply if Photo ID provided is questionable.

Tennessee Disability Coalition staff members Courtney Jenkins and Melanie Bull provided a handout on disability etiquette. (**See attached handout.**)

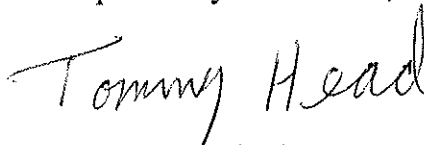
Angela Webster, Public Policy Analyst with the Disability Law & Advocacy Center of Tennessee, also spoke regarding education efforts and appreciated the support of Coordinator Goins and his staff.

Dick Williams with Common Cause addressed voting machine certification with the commission members.

The next meeting will be held on January 9, 2012 at Noon – Central Time in the Robertson Room of the William R. Snodgrass-Tennessee Tower.

Motion was made to adjourn, and there being no further business to come before the commission at this time, the meeting was adjourned.

Respectfully submitted,



Tommy Head - Secretary  
State Election Commission

# Vacant Status

05-Dec-11

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## Hickman

D Greg Duckett  
R Tom DuBois

D

## Loudon

D Tom Wheeler  
R Judy Blackburn

R

## Madison

D Greg Duckett  
R Jimmy Wallace

R

## Van Buren

D Tommy Head  
R Kent Younce

R

**Total Vacancies: 4**

# Holdover Status

05-Dec-11

		Appointment	Reappointment
<b>Gibson</b>			
D	Greg Duckett		
R	Jimmy Wallace		
	D Kathleen Smith	6/22/2007	5/27/2009
	D Robert S. Phelan	4/3/1995	5/27/2009
<b>Giles</b>			
D	Greg Duckett		
R	Tom DuBois		
	D Henry A. Inman	4/3/1995	4/6/2009
	D Judy C. Mitchell	2/19/2002	4/6/2009
<b>Haywood</b>			
D	Greg Duckett		
R	Jimmy Wallace		
	D Aubrey Lee Bond	4/3/1995	4/6/2009
	D Ida Ruth Bradford	4/3/1995	4/6/2009
<b>Henderson</b>			
D	Greg Duckett		
R	Jimmy Wallace		
	D Pope Thomas	4/17/2001	4/6/2009
	D Cornelia T. Morris	4/3/1995	4/6/2009
<b>Henry</b>			
D	Greg Duckett		
R	Jimmy Wallace		
	D Paul David Hessing	4/6/2009	4/6/2009
	D Sylvia C. Humphreys	5/19/1998	4/6/2009
<b>Humphreys</b>			
D	Greg Duckett		
R	Tom DuBois		
	D Jess S. Bowen, III	1/14/2003	4/6/2009
	D Von Gardner	4/3/1995	4/6/2009
<b>Lewis</b>			
D	Greg Duckett		
R	Tom DuBois		
	D Paul H. Gandy	4/5/1993	4/6/2009
	D Ronnie James	3/21/2006	4/6/2009

		Appointment	Reappointment
<b>Putnam</b>			
D	Tommy Head		
R	Kent Younce		
	R     Joan Ross	4/6/2009	4/6/2009
	R     Jean G. Cody	4/6/2009	4/6/2009
	R     Joseph Terry Herrin	4/6/2009	4/6/2009
<b>Weakley</b>			
D	Greg Duckett		
R	Jimmy Wallace		
	D     Elizabeth Dinwiddie	11/20/2007	4/6/2009
<b>Total Holdovers: 18</b>			

# New Appointment Status

06-Dec-11

		Appointment
<b>Hickman</b>	D Greg Duckett / R Tom DuBois	
	D Faye Burton	12/5/2011
<b>Madison</b>	D Greg Duckett / R Jimmy Wallace	
	R Jim Thompson	12/5/2011
<b>Van Buren</b>	D Tommy Head / R Kent Younce	
	R Leon Deweese	12/5/2011
<b>Weakley</b>	D Greg Duckett / R Jimmy Wallace	
	D Raymond Stevenson	12/5/2011
<b>Total New Commissioners: 4</b>		

# State of Tennessee



The Secretary of State  
State Capitol  
Nashville, Tennessee 37243-0305

Tre Hargett  
Secretary of State

615-741-2819  
Tre.Hargett@tn.gov

## MEMORANDUM

**To:** Chairman Judy Blackburn  
Secretary Tommy Head  
Commissioner Tom DuBois  
Commissioner Greg Duckett  
Commissioner Jimmy Wallace  
Commissioner Tom Wheeler  
Commissioner Kent Younce

**From:** The Honorable Tre Hargett *Tre Hargett*  
Secretary of State

**Date:** December 5, 2011

**Subject:** Announcement of Nationally Recognized Candidates for Presidential Preference Primary

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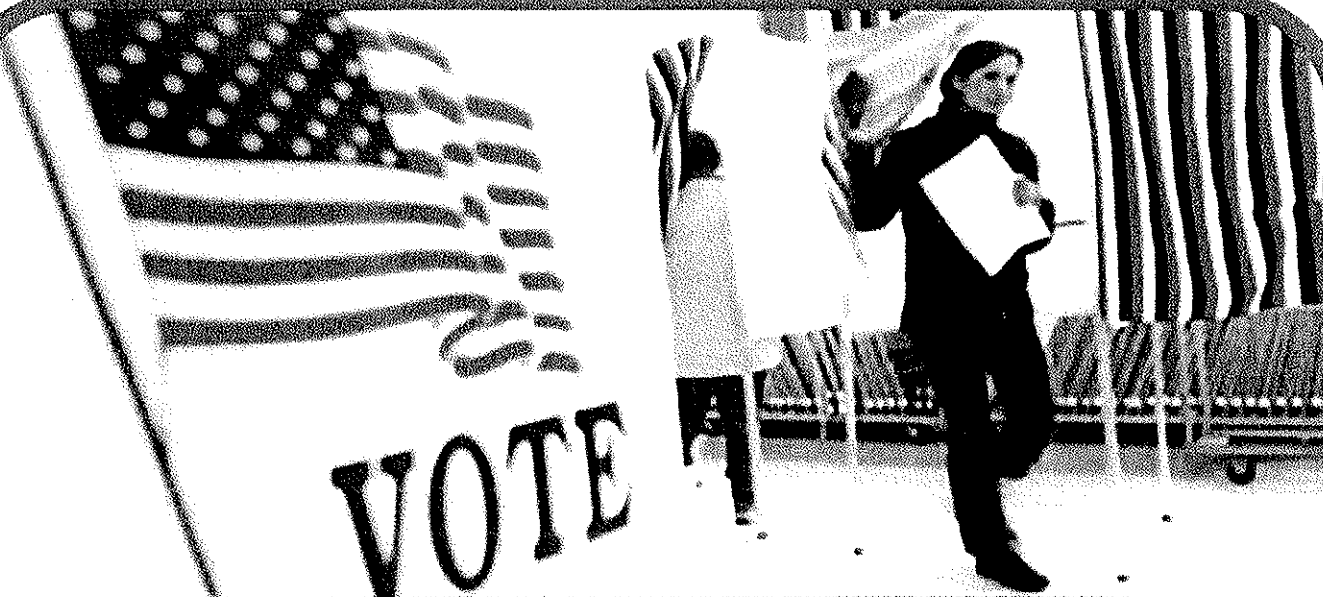
Pursuant to Tennessee Code Annotated § 2-13-304(a), the following nationally recognized candidates will be placed on the March 6, 2012, Presidential Preference Primary ballot.

### Republican Primary Ballot

Michele Bachmann  
Newt Gingrich  
Jon Huntsman  
Gary Johnson  
Ron Paul  
Rick Perry  
Charles "Buddy" Roemer  
Mitt Romney  
Rick Santorum

### Democratic Primary Ballot

Barack Obama



## **Research Alliance for Accessible Voting (RAAV)**

Researching how to improve voter accessibility through technologies and approaches that address disability.

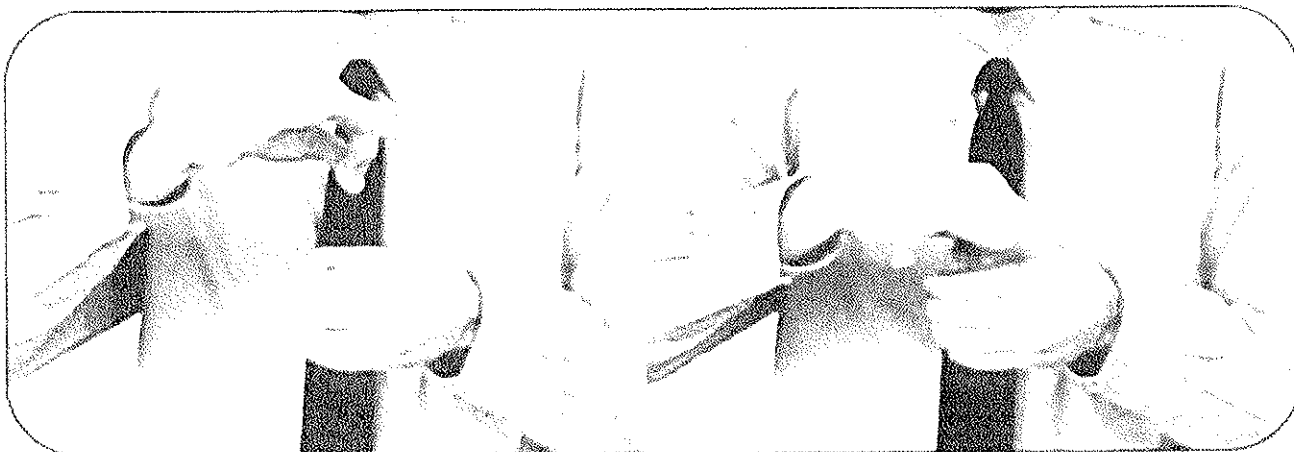
The Tennessee Disability Coalition is working closely with Paraquad, Inc., in St. Louis, Missouri, one of the oldest and largest Centers for Independent Living in the country.

We will learn what presents barriers between the Disability Community and the polls. With the help of the Tennessee Secretary of State's Office and local election authorities, we will develop comprehensive, disability sensitive poll worker training models and pilot them in the 2012 Election cycle.

**Supported by  
the Election  
Assistance  
Commission**

**10 Collaborating  
Organizations**

**Empowering the  
Disability Vote**



**[www.tndisability.org/raav](http://www.tndisability.org/raav)**



# DISABILITY ETIQUETTE:

## ENGAGING PEOPLE WITH DISABILITIES

Don't let fear and uncertainty keep you from getting to know people with disabilities. Fear of the unknown and lack of knowledge about interacting can lead to uneasiness when meeting a person who has a disability.

Remember: a person with a disability is a person with feelings. Treat him or her as you would want to be treated, and then let common sense and friendship break down any barriers you may encounter.



T E N N E S S E E

D I S A B I L I T Y

C O A L I T I O N



### INSIDE:

- Meeting a person with a disability
- Engaging a person who uses a wheelchair
- Meeting someone with a cognitive impairment
- And more ...



## Meeting a person with a disability

1. **A handshake is NOT a standard greeting for everyone.** When in doubt, ASK the person whether he or she would like to shake hands with you. A smile along with a spoken greeting is always appropriate.
2. **Speak directly to the person with a disability,** not just to persons who may be accompanying him or her.
3. **Don't mention the person's disability,** unless he or she talks about it or it is relevant to the conversation.
4. **Treat adults as adults.** Don't patronize or talk down to people with disabilities. Likewise, don't lavish praise on a person with a disability for having the "courage" to overcome a disability.
5. **Be patient and give your undivided attention,** especially with someone who speaks slowly or with great effort.
6. **Never pretend to understand what a person is saying.** Ask the person to repeat or rephrase.
7. **It is okay to use common expressions** like "see you soon" or "I'd better be running along."
8. **Relax. We all make mistakes.** Offer an apology if you forget some courtesy. Keep a sense of humor and a willingness to communicate.

## Interacting with a wheelchair user

1. **Personal space** – Do not push, lean on, or hold onto a person's wheelchair unless the person asks you to. The wheelchair is part of his or her personal space.
2. **Eye-to-Eye** – Try to put yourself at eye level when talking with someone in a wheelchair. Sit or kneel in front of the person.
3. **Clear a path** – Rearrange furniture or objects to accommodate a wheelchair before the person arrives.
4. **Know the geography** – If asked, know where someone can find accessible restrooms, telephones, and water fountains in the building.
5. **Directions** – When giving directions to a person in a wheelchair, consider distance, weather conditions, and physical obstacles (curbs, stairs, steep hills, etc.).



## Meeting someone with a cognitive impairment that affects learning, intelligence, or brain function

1. **Keep your communication simple.** Use short sentences and rephrase comments or questions for better clarity.
2. **Stay on point** by focusing on one topic at a time.
3. **Allow the person time** to respond, ask questions and clarify your comments.
4. **Focus on the person** as he or she responds to you and pay attention to body language.
5. **Repetition.** If appropriate, repeat back any messages to confirm mutual understanding.





## Engaging someone who is blind or has a disability that affects vision

1. **Greetings** – When meeting the person, identify yourself and introduce others who may be present.
2. **Departing** – Don't leave the person without excusing yourself first.
3. **Guiding** – When asked to guide someone, never push or pull the person. Offer your arm and allow him or her to reach for you, then walk slightly ahead. Point out doors, stairs, and curbs as you approach them.
4. **The landscape** – As you guide a person into a room, describe the layout, the location of furniture, and note who else is nearby.
5. **Details matter** – Be specific when describing the location of objects. (Example: "There is a chair three feet from you at eleven o'clock.")
6. **Guide dogs** – Don't pet or distract a guide dog. The dog is responsible for its owner's safety and is always working. It is not a pet.



## Meeting a person with a disability that affects speech

1. **Pay attention, be patient, and wait** for the person to complete a word or thought. Do not finish it for the person.
2. **Ask the person to repeat what is said** if you do not understand. Tell the person what you heard and see if it is close to what he or she is saying.
3. **Be prepared for persons who use assistive technology** to enhance or augment speech. Don't be afraid to communicate with someone who uses an alphabet board or a computer to communicate.



## Communicating with someone who is deaf or uses an assisted hearing device

1. **Let the person take the lead** in establishing the communication mode, such as lip-reading, sign language, or writing notes.
2. **Talk directly to the person** even when a sign language interpreter is present.
3. **If the person lip-reads**, face him or her directly, speak clearly and with a moderate pace.
4. **With some people** it may help to simplify your sentences and use more facial expressions and body language.





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# TALKING ABOUT DISABILITY

The preferred "people first language" recognizes that someone is a person first, and that the disability is a part of, but not the whole person. However, some people with disabilities reject use of people first language. These guidelines have developed independently within distinct disability communities, and they may sometimes appear contradictory. For example, some persons with reduced vision find the term "visually-impaired" acceptable, but some persons with reduced hearing find the term "hearing-impaired" offensive and prefer "hard of hearing."

## WORDS & PHRASES TO AVOID

## PREFERRED ALTERNATIVES

a disabled person

person with a disability

the handicapped or the crippled

person with a disability

normal, healthy or  
able-bodied person/people

people without disabilities  
typical person

wheelchair-bound or  
confined to a wheelchair

a wheelchair user  
uses a wheelchair

birth defect or affliction

congenital disability or birth anomaly

a victim of cerebral palsy  
(or other condition)

has cerebral palsy  
has (insert condition)

suffers from polio, afflicted with  
polio or post-polios

has had polio, experienced polio  
has a disability due to polio

mentally retarded, a retard  
slow or special

person with an intellectual or  
developmental disability

the Down's person or Mongoloid

person with Down Syndrome

the epileptic or epileptics  
fits or epileptic fits

person with epilepsy  
person with a seizure disorder  
seizure or epileptic episode

the mentally ill  
crazy, psycho, nuts, mental case

people who have mental illness  
person with a mental  
or emotional disorder

the blind or blind as a bat

people who are blind  
or visually impaired

hearing-impaired  
deaf-mute, deaf and dumb

person who is hard of hearing  
the Deaf, a person who is deaf



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